

## **March 9, 2005 Airport Commission Minutes**

Vice-Chairman Schober called the meeting to order at 8:00 a.m. Secretary Richards, Commissioner Crowley, and Commissioner Bruce were also present. Commissioner Safro was not in attendance. Others present: Keith Markano, Airport Manager; Michael Neau, Airport Admin; Andrew Groth, Air Traffic Control Tower; John Lotzer, Waukesha Flying Services; Ray Perry, visitor; and Chris Wodushek, Waukesha Flying Services.

**Approve/modify minutes of February 9, 2005** – A motion to approve the February 9, 2005 minutes was made by Secretary Richards with a second by Commissioner Bruce. The motion passed.

**Public comment/correspondence** – Mr. Markano mentioned the WI Aviation Conference taking place May 9<sup>th</sup> to 11<sup>th</sup>. Agendas and registration forms will be sent out by the Association on Monday, anyone interested in attending should contact the Airport Admin office. The Conference will be held at Lake Geneva this year. Addressing the Commission on the Quad lease for the Army Hangar, Mr. Raymond Perry asked the Commission not to extend the option to purchase the hangar when the lease comes up for renewal this year. If the County chooses to extend the lease including the option to purchase, a substantial increase in rent should be made. As is stands now, this is an excellent lease for Quad since they do not pay any taxes on the property.

**Chairman's report** – Public Works, Finance and Executive Committees together held a closed session regarding the Quad lease with Mr. Markano, Vice-chairman Schober, Secretary Richards, and Commissioners Safro and Bruce also present. Because it was a closed session, the Commission cannot discuss the contents of this meeting. So nothing further will be discussed regarding this subject.

**Minutes modified to add Commissioner Crowley's name to the list of those in attendance at the meeting.**

**Airport Manager's report** – Mr. Markano gave an update on the Capital Projects and appropriations. The airport was place named, and had requested from the Reauthorization Bill for 4.4 million dollars for the 18/36 project combined with the southeast hangar area because we would be removing a hill in the southeast hangar area as part of the fill for the safety area. But we were only granted 3 million dollars in the appropriation process. Initially we left the ordinances for the Capital Project plan unchanged because we were unsure if we were going to get the funding and when. Mr. Markano met with the Bureau of Aeronautics and Mead & Hunt to go over exactly what could be done with the 3 million dollars vs. the 4.4 million. The best course is to reconstruct the runway. We now have to modify the scope to meet what federal money is available to us. We will bring forward an ordinance to reduce the scope of the se hangar area by the amount of the grading involved and move that portion to the 18/36 project. The funding for the 18/36 project will also be changed to reflect the appropriation. The County portion will be reduced by approximately 480,000 dollars, at the old funding level 60/20/20 to approximately 155 thousand dollars. The 18/36 project was in the County's Five Year Plan to commence in 2006 and we left that alone because we were unsure of the appropriation. As part of this ordinance it will be accelerated to this year. The County appropriation for the runway was just for design; this ordinance will also transfer 80 thousand dollars from the southeast hangar area this year because of the reduction and the grading to meet the County share of the 18/36 project. The appropriation for the 18/36 project in 2006 will be deleted from the County's Five Year Plan. Snow removal equipment update-Last month we had some issues with the FAA. They said our bid was defective. We've been arguing back and forth because we made changes to our specifications based on letters the FAA supplied to us which permitted two other airports in our position to call out for specific items. So we used that to issue our addendum and continued the bid process. The FAA informed us that their determination on August 3<sup>rd</sup> and October 28<sup>th</sup> was an error and our bid was now defective and we have to re-bid the project. Mr. Markano has been on the phone with just about everyone looking for guidance on this issue. Mr. Markano has now sent an e-mail based on the advisory circular for building snow removal equipment, the FAA order for procurement of equipment, the Federal Procurement process and specifically laid out some guidance questions. Hopefully I will get some results and guidance on how I can make a specification that is fair and equal. We should be able to get

the best equipment we can with our money. When I met with the State on the funding issue we also discussed the snow removal re-bid. Again, hopefully this will be going out very soon because we are coming down to lead time in building the vehicle. Mr. Markano said the President's proposed budget cut out 6 million for aviation projects. We are starting to receive requests from professional organizations to gear up for our Congressional action and letter writing campaigns. As I receive more information on this from the AAAE I will inform you. Already I received one from the Contract Tower Program, ever year this has been an item we have had to write letters on to keep the program funded at the current levels. This is a project that is on the block this year.

We started the carryover ordinance for last year's funding for the security gate project and purchase orders have been cut. We will be starting the gate project within the next few weeks. We do have a draft letter that will be sent out to the tenants to let them know what is coming up. We will probably have an open meeting on a Saturday to answer questions tenants have on the project. If you have any comments on questions on this project please contact me. The project must be completed by the middle of May. All of the paperwork has to be sent to the State so that they can forward it to Homeland Defense by the end of May.

**Mr. Neau reviewed the monthly reports with the Commission – Weather** – February 2005 VFR percentage was 87%, which matched February 2004. YYD VFR is 83% compared to 86% in 2004.

**Traffic Operations – Operations** were up 444 in February 2005 compared to February 2004. February 2005 operations were 7,535 compared to 7,091 in February 2004, an increase of 6.3%. YTD operations are 1127 ahead of 2004, a 9.1% increase.

In January, Waukesha and Timmerman had an increase in traffic while Mitchell saw a decline. Waukesha was up 12.9%, Timmerman up 8% and Mitchell down 20.5%.

**Fuel** – February 2005 fuel flow was 87,591 gallons compared to 119,785 gallons in February 2004. This is a decrease of 26.9% from last year. Jet fuel for February 2005 was 78,953 gallons; this is a decrease of 23.2% from February 2004. 100LL fuel for February 2005 was 8,638 gallons; this is a decrease of 49% from February 2004. YTD total is 175,107 gallons; this is 8.4% below 2004 YTD.

**Discussion and action on Election of Commission Chair, Vice-chair and Secretary** – Vice-chairman Schober asked the Commission if they wanted to proceed without all the Commissioners present. A motion to table the item until all Commissioners are present was made by Secretary Richards with a second by Commissioner Crowley. The motion passed. Item tabled.

**Future Commission agenda items** – Airport public relations. Attracting business establishments to provide services to airport customers and increase revenue for the Airport.

A motion to adjourn was made by Secretary Richards with a second by Commissioner Bruce. The motion passed.

Meeting adjourned at 9:18 a.m.

Next Commission Meeting: 8:00 a.m. on Wednesday, March 9, 2005

Respectfully submitted

Dick Richards  
Secretary  
2/09/05

